

# POSITION DESCRIPTION (Please Read Instructions on the Back)

2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other Explanation (Show any positions replaced)					3. Service					4. Employing Office Location					5. Duty Station					6. OPM Certification No.																																																	
7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt					8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest					9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					10. Position Status <input checked="" type="checkbox"/> Competitive <input checked="" type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)					11. Position is <input checked="" type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input type="checkbox"/> Neither					12. Sensitivity <input checked="" type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 3-Critical <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 4-Special Sensitive					13. Competitive Level Code																																							
14. Agency Use *DOI007					15. Classified/Graded by a. Office of Personnel Management b. Department, Agency or Establishment c. Second Level Review d. First Level Review e. Recommended by Supervisor or Initiating Office					Official Title of Position Supervisory Range/Forestry Technician (Fire) Department of the Interior, FLERT Specialist This PD has been approved as follows under 5 USC 6336(c) and 8412(d) Firefighter Law Enforcement Primary Secondary/Administrative Sec/Supvy Approval Date January 20, 2004					Pay Plan GS					Occupational Code 455/462					Grade 07					Initials Date 2/20/03																																							
16. Organizational Title of Position in different from official title Supervisory Wildland Firefighter										17. Name of Employee (if recent, specify)										18. Department, Agency, or Establishment Department of the Interior										c. Third Subdivision																																							
a. First Subdivision BIA BLM FWS NPS										b. Second Subdivision										d. Fourth Subdivision										e. Fifth Subdivision																																							
19. Employee Review-This is an accurate description of the major duties and responsibilities of my position.										Signature of Employee (optional)										20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.																																																	
a. Typed Name and Title of Immediate Supervisor										b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)										Signature										Date																																							
21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.										22. Position Classification Standards Used in Classifying/Grading Position Range Technician Series, GS-455 Dec 91 TS-111 Forestry Technician Series, GS-462 Dec 91 TS-111 Grade Evaluation Guide for Aid and Technician Work in the Biological Sciences, GS-400 Dec 91 TS-111. General Schedule Supervisory Guide Jun 98 HRCD 5.										Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.																																																	
Typed Name and Title of Official Taking Action BIA BLM FWS NPS HR Specialist										Signature See Remarks										Date 2/20/03																																																	
23. Position Review										Initials										Date										Initials										Date										Initials										Date									
a. Employee (optional)																																																																					
b. Supervisor																																																																					
c. Classifier																																																																					
24. Remarks Allison Beard BIA Todd Ryan BLM Pearl Inge FWS Cindi Steinheimer NPS																																																																					
25. Description of Major Duties and Responsibilities (See Attached)																																																																					

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Previous Edition Usable

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U.S. Office of Personnel Management  
FPM Chapter 295

\*Agency Use code should be entered in FPPS as last six spaces of Position Allocation Number.